



MINUTES OF THE REGULAR MEETING OF THE
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)
Wednesday, April 1, 2026, 8:30 A.M.

CAS, 1st Floor Multipurpose Rooms 103 & 105
601 N. Ross Street, Santa Ana, California 92701

MEMBERS PRESENT

Michael Recupero - Chair – Recupero & Associates, Inc. (1st District)
John O’Neill – International Brotherhood of Electrical Workers Orange County (1st District)
Rick Foster – Universe Properties, LLC (2nd District)
Joe Lambert – Construction Planning Services (3rd District)
Richard Vuong – Rancho Mission Viejo (4th District)
Jeff Okamoto – Huitt-Zollars, Inc. (5th District)

MEMBERS ABSENT

Evan Carey – Vice-Chair - OCFA (5th District)

STAFF PRESENT

Justin Kirk – Deputy Director, Development Services
Judy Kim – Permitting Division Manager
Hadi Tabatabaee – Building & Safety Manager
Marissa Leahy – Secretary

GUESTS

None

1. Introductions / Roll call
2. Approval of Meeting Minutes
 - The meeting minutes for December 3, 2025, and February 4, 2026, were motioned for approval by Joe Lambert and seconded by John O’Neill and unanimously approved.
3. 2026 Goals Continued
 - Permit Review Process
 - Categorized under 3 sections: Intake, Review and Issuances
 - Reviewing subitems such as clearances, e-stamping, and other general items
 - Next step is to coordinate with staff to review and improve workflows
 - Action Item: Richard email Justin regarding staff assigned to assist with workflow review.

- LMS Updates
 - Still actively working to update LMS.
 - IT will hire staff to work on updates and determine what is realistic.
 - Broke down the ticket list into quarterly goals.
 - CITUS and GIS are top priority items
- 4. LMS Dashboard
 - Permitting
 - Numbers remain consistent and within expected range for this time of year.
 - Permitting hired 2 new consultants to assist with the phone lines.
 - Building & Safety
 - Timeframes are 2-3 weeks behind. Approving overtime and sending out work to consultants to catch up.
 - Working on adding 2-3 more consultants for Building & Safety.
 - Adding 2 new positions to Building Plan Check.
 - The Board Offices know that timeframes are delayed since constituents often send complaints to the Supervisors.
 - Action Items: DPRC members to send letters to the board offices advocating for the addition of staff to Dev. Services.
- 5. Business Items
 - None.
- 6. OC Development Services and Service Delivery Status – Justin Kirk
 - Land Development team reorganization. The goal was to create better standardization of practices and to create greater degree of commonalities with positions.
 - Planner positions moved to Planning.
 - Civil engineer position was moved to Building & Safety.
 - With this reorganization, Building & Safety is having greater involvement with RMV.
 - Project manager was moved to the Inspection team.
 - Consultant resources have also shifted to other areas.
 - Action Items: Justin to email the new organization chart.
- 7. Other Business
 - Racho Mission Viejo – Actively in Phase 5 and gearing up for Phase 6 & 7
 - Action Item: Richard to draft a couple sentences on the activity of RMV to add to the letter to the Board of Supervisors.
 - Dana Point Harbor - Adding 10 buildings and 2 new hotels with the goal of being open for the Olympics.
 - AB253 – Allows for people to outsource the review of certain single-family projects to expedite the permitting process. Applicants are notified at the beginning if they are eligible and so far we have not seen applicants use this option.
- 8. Items of Interest to the Public: Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the DPRC; no action may be taken on off-agenda items unless authorized by law.
 - None.
- 9. Adjournment
 - The April 1, 2026 Development Review Processing Committee adjourned at 9:20am.

Development Processing Review Committee
Attendance Matrix
2026

Name / District	Jan 7	Feb 4	Mar 4	Apr 1	May 6	Jun 3	Jul 1	Aug 5	Sep 2	Oct 7	Nov 4	Dec 2
Mike Recupero District 1	N/A	X	N/A	X								
John O’Neill District 1	N/A	X	N/A	X								
Rick Foster District 2	N/A	X	N/A	X								
Vacant District 2	N/A	N/A	N/A	N/A								
Vacant District 3	N/A	N/A	N/A	N/A								
Joe Lambert District 3	N/A	X	N/A	X								
Richard Vuong District 4	N/A	X	N/A	X								
Vacant District 4	N/A	N/A	N/A	N/A								
Jeff Okamoto District 5	N/A	X	N/A	X								
Evan Carey District 5	N/A	X	N/A	-								

Table Legend:

“X” =	In attendance
“-” =	Not in attendance